

HEMPNALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 8th March 2011 at 8.00pm in The Mill Centre

ACTION

Present

Chairman Geoffrey Moulton, Vice Chairman David Hook, Liz Allen, Kevin Cunningham, Richard Delf, David Pointer, Hamish Rose, Peter Workman and the Clerk Ian Nelson.

Members of the public present

Mrs Sylvia Cundy, Mr Ian Cundy, Mr B Masterson, Mrs Kate Daynes, County Councillor Alison Thomas.

Apologies

Apologies were received from, District Councillor Mr Windridge and Debbie Ashford.

Declarations of Interest

The following declarations of interest were made re items on the agenda:

Mrs Allen declared a pecuniary interest in the wind turbine/bat survey, South Norfolk LDF – Site specific policies and allocations document and the planning item re Mr R Allen, Manor Farm, The Street, Hempnall - Proposed extension and internal alterations.

Mrs Allen, Mr Pointer and Mr Hook declared a pecuniary interest in the PUA finance issue.

Mr Moulton declared an interest in the wind turbine/bat survey items.

Minutes of the previous meeting

The minutes of the meeting on 11th January 2011 were approved and signed following two slight amendments.

Public Participation

County Councillor Thomas gave a report to the meeting re various issues at county level, particularly relating to the effect of budget cuts. The 6th form transport subsidies would continue to be supported. The “I am hope” fostering campaign is being run at the moment as there are nearly 1000 children in care in Norfolk who would benefit from fostering. Mr Moulton suggested that this be placed in the next Parish Council Newsletter, Mrs Thomas to send the clerk relevant details. Mrs Thomas also pointed out that despite the impression that may have been given by recent media coverage there are still many planning processes to be undertaken before a final decision is taken on the proposed waste plant near Kings Lynn.

AT/IN

Planning Applications

New application since the last meeting:

Mrs Allen was asked to give further explanation but did not take part in the vote of the next item..

Mr R Allen, Manor Farm, The Street, Hempnall - Proposed extension and internal alterations – Unanimously recommended approval.

IN

Mr Darrel Harwin, Cydonia, Field Lane, Hempnall - Proposed Demolition of existing 2 bed bungalow with attached single garage, removal of old oil tank, removal of old septic tank. Placement on site of caravan for temporary living space during construction phase. Erection of new 2 bed bungalow with attached single garage, installation of new heating oil tank and bund, installation of new bio-disk foul waste treatment plant below ground. – Unanimously recommended approval.

IN

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Mr & Mrs Andrew Pointer, 6 Bainard Rise, Hempnall - Proposed single storey rear extension to existing bungalow – Unanimously recommended approval. **ACTION IN**

Mr & Mrs N Ward, Springwood Lodge, Barondale Lane, Hempnall - Proposed extension – Unanimously recommended approval. **IN**

Applications approved since the last meeting:

Hempnall Village Hall Committee, Village Hall, Bungay Road, Hempnall - Proposed Installation of solar pv panels to south facing roof of village hall.

Appeals since the last meeting:

Mr W Legood, Town House Farm, Lundy Green,, Hempnall - Proposed replacement of all existing windows and doors with double glazed wood grain plastic – The parish council recommended approval on first application and its views would be passed on to the inspector. It was agreed to take no further action.

County Councillor Thomas left the meeting.

South Norfolk LDF – Site specific policies and allocations document

Mr Hook reported that the first stage of consultation has now ended. The second phase will open later this year when the parish council will have an opportunity to comment on all the sites including any additional sites that have been added since the original submission was published.

Mrs Allen left the meeting.

Mr Hook also reported that there was a site specific outline proposal for development of land east of Roland Drive. Savilles had presented two options on behalf of the land owners, one for twenty houses and one for thirty. The parish council has already commented to the agents that the proposal was outside the planning boundary and therefore contravenes parish council policy.

Mr Hook explained that the Joint Core Strategy classifies Hempnall as a service village in which 10 to 20 new dwellings would be allowed between now and 2026. The question was raised as to whether the whole allocation should be on one site or used for organic infill around the village.

Mr Moulton pointed out that the parish council had consistently resisted development outside the planning boundary.

Mrs Allen returned to the meeting.

GNDP/JCS

Mr Hook reported that the inspectors have found the GNDP/JCS to be sound, despite initially having some reservations including with regard to the proposed development of 1,800houses in Long Stratton. He explained that the JCS involved doubling the size of Long Stratton which would become a town the size of Diss; it would make Norwich a city the size of Nottingham and add 50,000 people to the population of the area in and around the city. In his view this was excessive development without any historic precedent and it would have a severe negative impact on the rural nature of our area. The plans for 32,000 extra houses in the Norwich Policy Area is an increase of more than 50% as compared with the existing housing stock of Norwich (currently just over 61,000 houses).

Mrs Allen supported the need for more housing in Norfolk, however she indicated that the quantity of houses in the GNDP/JCS may be excessive. She would prefer that the overall total be spread more evenly amongst the villages as this helps to keep villages alive.

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Mr Hook stated that new housing was required to cater for local needs but the scale proposed in the GNDP/JCS was geared to provide houses for inward migration into the area. He pointed out that the total of 37,000 new houses planned for Norwich, SNC and BDC was massively in excess of the local housing need. According to the GNDP Housing Options Manager there are currently under 5000 applicants who are defined as inadequately housed in all of the area covered by BDC, SNC and Norwich City Council.

ACTION

Mr Hook proposed, Mr Delf seconded and it was agreed 7 votes for and 1 against that the clerk should write to District Councillor Windridge to request that he vote against the adoption of the Joint Core Strategy when this issue is considered by SNC on March 22nd.

IN

Lighting at Roadtechs, Barondale Road - GM

Mr Moulton reported that there was an issue with light pollution at this site.

Mr Hook proposed, Mr Pointer seconded and it was unanimously agreed that the clerk write to the site owner indicating the light pollution issue and requesting that they consider turning the lights off after a certain time and/or using alternative lighting to reduce the problem. The clerk is to also research the conditions attaching to the various planning consents given to the site owners over the past few years.

IN

Matters arising from the parish meeting

Road Repairs

Mr Moulton proposed, Mrs Allen seconded and it was unanimously agreed that the clerk should write to highways re the state of Rowland Drive, The Street, Bungay Road and the Krons in particular.

The clerk is also to mention the surface water problem on Bungay Road between the ford and Willow House.

IN

Minutes in the shop

Minutes had until very recently been displayed in the shop; however the temporary manger has now removed them again, together with other village notices. Miss Emery had spoken to the manager who had agreed to display them again. Mr Pointer proposed, Mrs Allen seconded and it was unanimously agreed that the clerk should write to the manager and supply further copies for display and express the importance of their display and the parish council's gratitude for doing so.

IN

Matters arising from previous parish council meetings – completed

NCC survey relating to maintaining the street scene and public rights of way

The clerk had submitted the response.

Football Club Lamp Posts

The clerk had inspected and reported that the remaining two lamp posts had been repaired.

Grass Cutting Contracts

The clerk had informed those that tendered of the result.

Appointment of Reps to The Hempnall Trust

The clerk had informed the trustees of the appointment.

GNDP Joint Core Strategy Further Consultation

Mr Hook had responded on behalf of the parish council.

A140 crossroads – J Franks

The clerk had sent Mrs Franks a copy of the relevant information.

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Village cleaning

The Clerk had written to Mr Cracknell and put an article re dog mess in the latest newsletter. Mr Cracknell had written to thank councillors and indicated that he was happy to continue in this role during 2011.

ACTION

Himalayan Balsam

The clerk had written to the Environment Agency and Mr Rose had liaised with the agency to come out for a second visit.

HR

Winter newsletter

The clerk had drafted and issued.

Mr Masterson left the meeting

Matters arising from previous parish council meetings – awaiting others

Back Lane Willow Trees & Fencing

Awaiting possible adoption of Back Lane.

IN

Turkey Row Registration

Awaiting SNC legal department to register the plot of land at Turkey Row. The clerk to monitor.

IN

Claim for public rights over Back Lane

Awaiting NCC. The clerk to monitor.

IN

Change of use of Queens Head

The clerk reported that there was still no significant change since the last meeting. The clerk to monitor.

IN

Churchyard boundary

The clerk had made enquiries of the vicar and awaited a response. He had also established that the Diocesan of Norwich were in the process of registering all church land, thus the issue will be solved in time. The clerk to monitor.

IN

Dog Bin

Messrs Moulton & Mr Delf to erect the bin.

GM/RD

Matters arising from previous parish council meetings – for discussion

Adoption of BT phone box at the Three Horseshoes

The clerk reported BT's response to the questions previously raised by councillors. Mr Delf proposed, Mrs Allen seconded and it was agreed with 3 abstentions that the clerk should investigate the cost of electricity for the box and the issue be considered at the next meeting.

IN

Appointment of Reps to The Hempnall Trust

The clerk reported that the advert in the newsletter had not resulted in any applicants coming forward. Mrs Cundy had also indicated that she would not be standing for re-election so there are still two vacancies for parish council nominations. It was agreed to await response to the newsletter article.

Grit Bins

The clerk had identified the location of the existing grit bins owned by the parish council as follows:

- McColls
- Rowland Drive

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- Junction of Old Market Way and Broaden Lane
- Mill Centre

ACTION

It was agreed that no further grit bins would be provided.

Correspondence

Information Pack

The items placed in the information pack envelope circulated to all Councillors on 8th March are:

The Playing Field winter 2010/11
Tasburgh newsletter
All about local councils
Parish matters Spring 2011
Norfolk Link Extra Spring 2011

No further matters were raised form the above.

Items given directly to Councillors or representatives since the last main meeting were:

LOCALISM BILL: Real Planning Powers Handed to the Parishes
Free Community Composting training
Jubilee People's Millions - funding opportunity for parish and town councils
Norfolk CC Big Conversation
Guidance to Members and staff on election purdah
Meeting to discuss police budget
New Sergeant for Long Stratton
Inspire East People and Participation - Pilot Training Workshops
Inspire East Empowerment Survey for England
Long Stratton weekly crime summary
TAS Valley SNAP - Meeting
Census poster
LAIS 1314 Localism Bill
LAIS 1314.1Localism Bill – Second Reading
NALC re audit
District & Parish Elections & Possible Referendum
Norfolk's 3rd Local Transport Plan, Connecting Norfolk
Long Stratton youth facility opens
Parish Crime Statistics for January 2011
Norfolk Carers Strategy 2011 -2014
Sustainable Communities Act Update
Future Ownership and Management of Government Owned Forests
Community Biodiversity Directory
NALC re LAIS 1312.1Local Council Audits Update
NALC re LAIS 1315Public Forests
Norfolk Rural Support Network March seminar
Amended letter enclosed with Nomination Packs
2012 Olympics - Business Opportunities
LOCALISM BILL: What Parish Councils really need to know
Parish Crime Statistics for February 2011
Police Quarterly Update
Inspire East - Indication of Future Training Needs

No further matters were raised form the above.

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Items placed directly onto the parish notice boards were:

ACTION

Notice/Agenda for 8th March 2011 parish meeting.

Notice/Agenda for 8th March 2011 meeting.

Census poster

Winter Newsletter

No further matters were raised from the above.

Communications from Parishioners since the last meeting:

R Youngman re road repairs nr The Limes – Highways informed and repairs made.

Website

The following changes had been made since the last main meeting:

Made Parish Council minutes of 9th November & 7th December 2010 final.

Added Parish Council draft minutes of 11th January.

Added Notice/Agenda for 8th March 2011 parish meeting.

Added Notice/Agenda for 8th March 2011 meeting.

Added Winter HPC Newsletter.

Updated Hempnall Trust Trustees

Updated diary for May and July meeting date changes

Updated Hempnall Primary School status

No further matters were raised from the above.

Financial Statements

Movements since last meeting

The clerk presented the financial statement attached to these minutes showing the movements from 12th January to 8th March 2011. The statement was in line with the annual budget. Mr Delf proposed, Mr Rose seconded and it was unanimously agreed that the statement be approved.

New HMRC rules re PAYE/NIC and Clerk's pay

The clerk informed the meeting that HMRC have changed the rule relating to PAYE/NIC so that instead of allowing the income to be taxed via the clerk's PAYE coding from his main employment, the parish council must now register as an employer and complete all monthly and annual returns and deduct PAYE/NIC in its own right w.e.f. 6th April 2011. This will have no affect what so ever on the clerk or the council other than extra administration for the clerk. It was agreed that there was no alternative but for the clerk to register the council as an employer and operate the PAYE system.

IN

Playing field Users Association Report

Mr Delf reported that all is going well except for the finances as there is a small annual deficit.

Mr Moulton proposed, Mr Workman seconded and it was unanimously agreed by those that could vote that the parish council pays the remaining 25% of the grass cutting fees for the forthcoming year to assist the PUA to maintain the field for all parishioners.

IN

The possibility of an all weather surface was voiced by Mr Pointer and it was agreed to agenda the use of the playing field at the next main meeting.

IN

Mrs Daynes left the meeting.

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Play Area Report

ACTION

Mr Delf reported that the posts on the main play unit posts had been repaired. There were no further high risk issues per the ROSPA report. The next medium risk issues related to tree trimming and root removal for which Mr J Ellis had quoted £40. Mr Hook proposed, Mrs Allen seconded and it was unanimously agreed to accept this quote. Mr Delf to inform Mr Ellis.

RD

Mr Delf also reported that additional rubber pads may be required under and around the swings at a cost totalling £1558 + VAT. It was agreed that a site meeting would be held on Sunday 13th March at 11am to review the issues and report back at the next main council meeting.

ALL

Mrs Allen reported that it had been agreed to cap the water supply between the tennis club hut and the garage as the PUA no longer required a water supply in the garage and this would eliminate the need to repair a leak.

Mr Delf asked if the fixed goal post be moved closer to the car park end of the playing field. It was agreed to consider this at the above site meeting.

ALL

It was also noted that the containers needed to be painted

Parish Council Elections

The clerk had issued existing parish councillors with nomination packs on 13th February. It was noted that the responsibility of sending the forms to SNC is that of the candidate. The forms must be with SNC reception no later than noon on 4th April 2011 and not before 25th March. If a candidate wishes to change their mind about being a councillor, they can send in a Notice of Withdrawal at any time up to NOON on Thursday 7th April. The clerk to provide electoral role numbers upon request to assist with applications. The election, if there are more than nine candidates, will take place on 5th May 2011.

ALL

IN

ALL

Items for next newsletter

- Fostering
- The Hempnall Trust vacancies
- Election
- Rent of playing field

The clerk to draft and issue.

IN

Items for next main meeting agenda

- Appointment of Chair and other Officers
- Internal Audit
- Approval of Annual Accounts to 31/03/11
- Notice of expenses
- Insurance renewal
- Member's Interests
- Standing Orders Review
- Risk Assessment Review
- Use of playing field - DH

IN

Mr Moulton handed the chair to Mr Hook.

Wind Turbines

The clerk had responded to Entertrag's invitation to the private meeting. It was noted that an article concerning Entertrag had appeared in the EDP. District Councillor Windridge's comments on the article were also noted.

Bat Survey

The clerk stated that he had not yet received the report and was asked to chase it up.

IN

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Mr Hook handed the chair back to Mr Moulton.

There being no further business, the meeting was closed at 9.58pm.

Signed _____ Date 14^h April 2011

FINANCIAL STATEMENT

Presented to meeting on 8th March 2011

Current Account

(Payments)/Receipts since last meeting :		£
11/01/2011	Transfer BPA to C/a	1,200.00
11/01/2011	Amitola Ltd - playing field hedge work	(612.00)
11/01/2011	D Cracknell	(545.00)
31/01/2011	MHB Services Ltd - Jan	(13.94)
13/01/2011	Eon - streetlights	(11.60)
31/12/2010	Transfer BPA to C/a	850.00
31/12/2010	Ian Nelson Salary	(847.50)
05/01/2010	Interest NSB	6.16
03/03/2011	MHB Services Ltd - Feb	(14.23)
08/02/2011	Interest NSB	6.16
18/02/2011	Norfolk Playing Fields Assn subs	(25.00)
06/03/2011	Eon-streetlights	(11.60)
06/03/2011	NRCC Subs	(15.00)
		<u>(33.55)</u>
	Closing Balance	<u>294.32</u>

Business Premium Account

(Payments)/Receipts since last meeting :		£
11/01/2011	Transfer BPA to C/a	(1,200.00)
31/12/2010	Transfer BPA to C/a	(850.00)
		<u>(2,050.00)</u>
	Closing Balance	<u>14,519.92</u>